



# Appendix C. Utility Company Authorization

This authorization is a commitment by the City of Prescott that the payment described below will be made to the Private Utility Company on behalf of the participating tenant when this form is certified and signed by the Utility Company and returned to the Chamber of Commerce. **You must indicate whom the check needs to be made out to and where the check should be mailed. We cannot make payments directly to individual applicants.**

<b>Address Check To:</b> Utility Company Name:		<b>From:</b> Prescott Chamber of Commerce
<b>Utility Company Address:</b>		<b>Address:</b> 117 W. Goodwin St. Prescott AZ 86303
<b>Utility Company Phone:</b>		
<b>Utility Company Fax:</b>		
<b>Utility Company Email:</b>		
<b>Reference</b>		Prescott Cares Program
<b>Tenant Name:</b>		
<b>Property Address:</b>		
<b>I / we are asking for reimbursement for Utility payments as follows below:</b>		<b>Date</b>
Utility Arrearages \$ _____ for period from _____ to _____		
Utility Expenses \$ _____ for period from _____ to _____		
Account Number: _____ Amount to be paid: _____		
<b>Name and Title of Authorized Agency Representative</b>		<b>Signature</b>

I certify that \_\_\_\_\_ (name of utility company) is owed the above amount, and that as its designated agent and representative, I have entered into a payment arrangement with the above-named tenant for any unpaid portion of their utility balance. I will make individual repayment agreements with the above-named tenant available to the City for review upon request.

I understand that in making this payment, the City is working to reduce the tenant's future repayment burden and reduce the tenant's financial hardship related to COVID-19. While the City will continue to work with tenants to identify resources and assistance, including to pay utilities, but that any unpaid portion of the utility balance remains the responsibility of the tenant.

For Agency Use Only		
Authorization has been	Revoked in entirety	Partially revoked
Agency Representative Receiving Request		
Notification that authorization was revoked was by	Letter (Attach Copy)	Telephone In Person